



NAVAL RESERVE 1655 PAO

Information Update & Duty Preference

Name _____ SSN _____

Rank/Rate _____ Current Unit _____ UIC/RUIC _____

Home Address _____ Apt # _____

City _____ State _____ Zip _____

Hm Phone _____ Cell _____ Hm e-mail _____

Wk Phone _____ Fax _____ Wk e-mail _____

Clearance (Level/Date) _____ Passport Expire Date _____

Educational Background

Degree	Grad Month/Year	Major

Most Recent Military Assignments

*AT; ADT; ADSW; PRC/MOB; 1-3 YR RECALL

Start	End	Activity & Location	Assignment	Duty Type*

SKILL SET INFORMATION

Please rate your skill set experience level using the following scale:

0 = None

1 = Some

2 = Moderate

3 = High

Writing & Graphics Design Skills

Copy - Print Media		Books		Employee Publications	
Copy - Radio		Short Stories		Trade Publications	
Copy - TV		Publishing		News Releases	
Copy - Advertising		Editing		Magazine Articles	
Copy - Technical		Columnist		Screenplays/Scripts	
Copy - Brochures		Feature Writing		Speech Writing	
Graphics Design		Graphics Layout		Storyboard Development	
Display Advertising		Graphics Design		Production Printing	

Computer Skills & Applications Knowledge

Application Type		Name of Software	
IBM Compatible			
Macintosh			
Word Processing			
Database			
Statistical			
Desktop Publishing			

Broadcasting Technology & Media Skills

TV Anchor		On-Camera Talent		Cinematographer	
TV Camera Operator		Radio Technician		Film Prod / Director	
TV Technician		Audio Technician		Still Photography	
TV Producer		Audiovisual Production		Non-linear Editing	

Leadership & Management Skills

PR Consulting		Media Training		Event/Program Planning	
Manpower Management		Security Review		Public Speaking	
Supervisory		Survey Research		Speakers Bureau	
Employee Relations		Administration		Community Relations	
Non-Profit PR		Marketing		Media Relations/Embarks	
Government Relations		General Advertising		Budget Preparation	

List of Foreign Languages/Fluency Rating (1-3):

SKILL SET INFORMATION (CONT)

Public Affairs Operational Experience

Recruiting		Environmental	
Training Center		Major Fleet Exercises	
Naval Health Care		Base PA	
Joint		General Visits	
Overseas		Front Office (aide, EA, etc.)	
Ship Visits / DV Program		Change of Command	
Ship Commissioning		Contingency Operations	
AFN		CIB or JIB	
Community Relations		CHINFO	
Naval Air		FHTNC / PACEN	
Submarine		Naval Media Center	
Surface		NAVINFO	
Special Warfare		Cruisebook / Familygram	

In the space provided, please add any additional information that you think would be helpful for your detailers to know (e.g. current civilian job, previous reserve unit assignments, prior enlisted experience, licenses & certifications, warfare designation, etc.):

DUTY PREFERENCES

Duty Preferences

1.	
2.	
3.	
4.	
5.	

Select Duty Preferences from the following associated reserve PA units:

RESERVE UNITS:
COMUSNAVCENT / COM5THFLT [New England]
COMUSNAVEUR / COM6THFLT [Atlanta]
COM7THFLT [Dallas]
COMFLTFORCOM (CFFC) [Norfolk]
COMPACFLT [San Diego]
CHINFO [Wash DC]
NAVAL MEDIA CENTER [Wash DC]
FLTPACEN LANT NORFOLK
FLTPACEN LANT JACKSONVILLE
FLTPACEN PAC SAN DIEGO
FLTPACEN PAC EVERETT
NAVWARCOL NEWPORT
USSTRATCOM [Omaha]
JPASE (Joint Public Affairs Support Element) [Norfolk]
COMCAMLANT [Willow Grove]
COMCAMPAC [San Diego]
NAVCO (Navy Office of Community Outreach) **
RESERVE IMA'S:
NAVINFO EAST NEW YORK
NAVINFO WEST LOS ANGELES
USNORTHCOM
USSOUTHCOM
USCENTCOM
USSOCOM
USPACOM
USEUCOM
USTRANSCOM
USJFCOM
JCS
OSD
REDCOM (7)

**** NAVCO Note:** NAVCO field reps will drill in their assigned metro market and at least twice a year at the NAVCO HQ office in Millington. Field reps may be assigned to the following cities: Chicago, Detroit, Houston, Philadelphia, Minneapolis, St. Louis, Miami, Pittsburgh, Omaha, Portland (OR), Indianapolis, Austin, Milwaukee, Dallas, San Francisco, Oklahoma City, San Antonio, Atlanta, Phoenix, Cleveland, Kansas City, Denver, Boston, Nashville, Columbus, and Baltimore. If interested in being assigned to a NAVCO field rep billet, please **specifically list the preferred city**.